

Glossary

Section I - Abbreviations.

AA	Assembly Area
AAR	After-Action Review
AC	Active Component
ARNG	Army National Guard
BBS	Brigade and Battalion Battle Simulation
BOS	Battlefield Operating System
CA	Combat Arms
COMSEC	Communications Security
CS	Combat Support
CSS	Combat Service Support
CTC	Combat Training Center
DIF	Difficulty-Importance-Frequency
ECC	Exercise Control Center
FM	Field Manual
FRAGO	Fragmentary Orders
GFRE	Ground Forces Readiness Enhancement
GS	General Support
HAZMAT	Hazardous Material
IAW	In Accordance With
IPR	In-Process Review
LD	Line of Departure
LTX	Lane Training Exercise
METL	Mission Essential Task List
METT-T	Mission, Enemy, Terrain, Troops, and Time Available
MILES	Multiple Integrated Laser Engagement System
MOA	Memorandum of Agreement
MOI	Memorandum of Instruction
MOPP	Mission-Oriented Protective Posture
MOUT	Military Operations on Urbanized Terrain
MTOE	Modified Table of Organization and Equipment
MTP	Mission Training Plan
NBC	Nuclear, Biological, and Chemical
NSN	National Stock Number
OBJ	Objective
OC	Observer-Controller
OPFOR	Opposing Forces
OPORD	Operations Order
OPTEMPO	Operating Tempo
PL	Phase Line
POL	Petroleum, Oil, and Lubricants
PSI	Pounds Per Square Inch
QA	Quality Assurance

QC	Quality Control
RC	Reserve Components
RCAS	Reserve Component Automated System
RG	Readiness Group
ROE	Rules of Engagement
RP	Release Point
RTB	Regional Training Brigade
RTD	Resident Training Detachment
RTS	Regional Training Sites
RIT	Regional Training Team
SATS	Standard Army Training System
SM	Soldier's Manual
SOP	Standing Operating Procedures
SP	Start Point
STP	Soldier Training Publications
STX	Situational Training Exercise
T&EO	Training and Evaluation Outline
TA	Theater Army
TADSS	Training Aids, Devices, Simulators, and Simulations
TAM	Training Assessment Model
TC	Training Circular
TCS	Task, Conditions, and Standards
TDA	Table of Distribution and Allowances
TEWT	Tactical Exercise Without Troops
TLP	Troop Leading Procedures
TM	Technical Manual
TMDE	Test, Measurement, and Diagnostic Equipment
TSOP	Tactical Standing Operating Procedures
TSP	Training Support Package
TTP	Tactics, Techniques, and Procedures
USAR	United States Army Reserve

Section II - Terms.

Administrative and logistic plan

A plan which provides combat support and combat service support for operations or exercises.

After-action report

A report, provided to unit leaders and commanders, which indicates exercise results and the overall training status by unit element. It is used by commanders to develop training assessments.

After-action review (AAR)

A professional discussion of an event, focused on performance standards, that enables soldiers to discover for themselves what happened, why it happened, and how to sustain strengths and improve on weaknesses. It is a tool leaders, trainers, and units can use to get maximum benefit from every mission or task.

Assessment

The lane training process phase following execution and consisting of after-action reviews (AARs) and follow-up actions. Although frequently considered to be a post-exercise phase, assessment consists primarily of AARs which are conducted during or immediately after a lane training exercise's lane execution.

Backbrief

An event that occurs when subordinates repeat what the leader wants them to do, repeat why the leader wants them to do it, and tell the leader how they are going to accomplish the mission.

Battle drill

A critical collective task at squad or platoon level executed without the application of a deliberate decision-making process. It is initiated on cue, is a standard throughout the Army, and requires minimal leader orders. See drill.

Battle focus

A concept used to derive and prioritize peacetime training requirements from wartime missions.

Battle roster

A listing of individuals, crews, or elements that reflects capabilities, proficiencies on critical tasks, and other information concerning war fighting abilities.

Battle task

A task which must be accomplished by a subordinate organization if the next higher headquarters is to accomplish a mission-essential task. Battle tasks are selected by the senior commander from the subordinate organization's mission-essential task list.

Battlefield operating system (BOS)

One of seven major functions which occur on the battlefield. The seven functions areas follows: intelligence; maneuver fire support; mobility, countermobility, and survivability; air defense; combat service support; command and control.

Certification

Written verification that soldiers can perform a task to the standard.

Concurrent training

Scheduled training designed to train groups of soldiers simultaneously on different tasks, which may or may not be related.

Condition

See "Task condition."

Constructive simulation

A wargame, model, or analytical simulation that typically involves aggregated software representations of units, their behavior, and associated outcomes.

Crew drill

A collective task that a crew of a weapon or piece of equipment must perform to use the weapon or equipment successfully in combat or to preserve life.

Critical task

A task selected for training.

Customers or customer units

Personnel or units receiving support (i.e., supplies, services) from a unit undergoing lane training.

Difficulty-Importance-Frequency (DIF) Model

A technique for prioritizing tasks for training based on their difficulty, importance, and frequency.

Distributed interactive simulation (DIS)

A synthetic environment within which humans may interact through simulation or simulators at multiple networked sites using comparable architecture, modeling, protocols, standards, and databases.

Drill

A disciplined, repetitious exercise to teach and perfect a skill or procedure; e.g., fire, man overboard, abandon ship. A standardized, instantaneous, and instinctive action or procedure which is a trained response to a stimulus; e.g., enemy action, leader's order. See battle drill.

Environmental protection

The practice of procedures designed to avoid or minimize damage to land, air, water, or life.

Event guide

A list of sequenced events describing actions required by observer-controllers, opposing forces, and the training unit.

Execution

The lane training process phase following planning and consisting of actions involving preparation, presentation, and performance of collective tasks to desired standards.

Exercise control center (ECC)

A temporary exercise organization created to manage lane training for one or more lane training exercises or units. The ECC is supervised by the exercise director. It may be composed of operations, communications, administration, and logistics cells.

Exercise director

The individual responsible for managing all exercises during a specific time frame (e.g., all lane training exercises). This duty position is sometimes called chief controller, senior controller, senior observer-controller team chief, or lanes unit commander.

Exercise planning conference (EPC)

A meeting between the supported commander (of the units to be trained), exercise director, and other organizations which will provide exercise support. The purpose of the conference is to identify pre-exercise and exercise actions, assign responsibilities, and establish milestones.

Exercise training support package (TSP)

A TSP containing general information used to conduct exercises. It includes information needed by the exercise control center, observer-controllers, and opposing forces. For lane training, an exercise TSP usually pertains to several lane training exercises (LTXs) and augments LTX TSPs by providing additional or consolidated information (e.g., master exercise schedule, handbooks).

Externally supported training

Training for which resource support is provided from outside the unit responsible for managing the training.

Handbook

A reference document or job aid which provides guidance on responsibilities, procedures, or other essential information for a specific group of users. For lane training, handbooks usually provide guidance applicable to all lane training exercises.

Hazard

A condition with the potential for causing injury to personnel, damage to equipment or structures, loss of materiel, or reduction of ability to perform a prescribed function (e.g., mission, task, learning objective).

In-process review (IPR)

A periodic coordination meeting between organizations participating in the exercise (as a player or supporter) to review the status of actions required to prepare for or conduct the exercise. External IPRs are meetings between the supported commander (of units undergoing lane training), exercise director, and other organizations which will provide exercise support. Internal IPRs are meetings between the exercise director, exercise developers, and possibly other observer-controllers.

Integrated lane training exercise

A multi-functional exercise requiring the integrated employment of two or more branches (e.g., infantry-armor company team) to accomplish a collective task.

Internally supported training

Training for which resource support is provided from within the unit responsible for managing the training.

Lane

A standardized and structured training exercise or simulation used to train on one or more collective tasks. Also, a designated area, terrain, or facility used to replicate a unit's wartime mission or environment during a lane training exercise's lane execution.

Lane book

A reference document containing information needed to train a unit on one specific lane training exercise (LTX). It includes a portion of the information contained in an LTX training support package. A lane book may be tailored to the specific user of the document e.g., unit lane book, observer-controller lane book, opposing forces lane book.

Lane diagram

A graphic scenario or sketch indicating the sequence of events (unit tasks and opposing forces countertasks) and control features for a lane.

Lane reference catalog

A reference source for the planning and development of doctrinally correct lane training. It provides easy access to technical and tactical doctrine described in Army publications (e.g., mission training plans, soldier training publications, field manuals, training circulars, technical manuals) and used to develop lane training exercise training support packages.

Lane schedule

A list of the sequence of events and timeframes for conducting one lane.

Lane training

A process for training company-size and smaller units on collective tasks (and prerequisite soldier and leader individual tasks and battle drills) supporting a unit's mission-essential task list. The process consists of planning, execution, and assessment phases. The execution phase is a battle-focused lane training exercise.

Lane training exercise (LTX)

The execution phase of the lane training process. It is an exercise used to train company-size and smaller units on one or more collective tasks (and prerequisite soldier and leader individual tasks and battle drills) supporting a unit's mission essential task list; however, it usually focuses on one primary task. An LTX consists of assembly area, rehearsal, lane execution, after-action review, and retraining activities which culminate the lane training process. An LTX is an situational training exercise conducted using lane training principles and techniques.

Lane training exercise (LTX) area

A training area selected and designed to train one lane training exercise (i.e., one primary task).

Lane training exercise (LTX) resource manager

The observer-controller team member responsible for administrative or logistical support for each lane. This duty position is sometimes called lanemeister.

Lane training exercise (LTX) schedule

A list of the sequence of events and timeframes for conducting one LTX. See master scenario events list.

Lane training exercise (LTX) training support package (TSP)

A TSP containing information used to plan, execute, and assess one LTX. It may contain information pertaining to a single lane or to more than one lane. It includes information needed by observer-controllers, opposing forces, and the unit's leaders and soldiers, although each group only needs a portion of the TSP. It includes the plans or materials developed during short-range planning and refined during near-term planning.

Leader book

A leader tool maintained at crew level and above for recording and tracking soldier proficiency on mission-oriented tasks.

Live simulation

A representation of military operations using military personnel and equipment to simulate experiences achieved during actual combat conditions.

Master exercise schedule

A list of the sequence of events and timeframes for conducting several lane training exercises during a specified time frame. See master scenario events list.

Master scenario events list

A list of sequenced events that indicates what will happen during the exercise, where it will happen, when it will begin and end, and its code word. It permits training time, resources, and people to be used efficiently and realistically.

Mission

A series of related tasks that comprise the major capabilities and requirements imposed on a unit by its parent organization.

Mission-essential task list (METL)

A compilation of collective mission-essential tasks which must be performed if an organization is to accomplish its wartime mission.

Mission-essential task or METL task

A collective task in which an organization must be proficient to accomplish an appropriate portion of its wartime mission.

Mission-support lane training exercise

An exercise in which the unit undergoes lane training while performing a mission on behalf of, or associated with, other units (some may not be participating in the lane); e.g., a petroleum, oil, and lubricants platoon performing a refueling mission.

Model

A representation of a system.

Multiechelon training

The simultaneous training of more than one echelon on different tasks.

Multifunctional training

The simultaneous training of several military occupational specialties or branches as a team or “slice” for major collective tasks.

Observer-controller (OC)

An individual tasked to provide administrative control, evaluate task performance, and provide constructive feedback to participants during a training exercise.

Observer-controller (OC) handbook

An OC reference document, usually containing OC standing operating procedures and general information which can pertain to any exercise. Possible contents include general information concerning: OC duties, responsibilities, and procedures; after-action review procedures; general safety and environmental guidance; first-aid procedures; comprehensive rules of engagement.

Observer-controller (OC) lane book

A lane book used by OCs (and possibly opposing forces (OPFOR)) to conduct a specific lane training exercise (LTX). It usually contains the same information as the generic lane book plus additional information as follows:

- Special instructions to OCs and OPFOR; e.g., timing of actions, after-action reviews.
- List of OPFOR collective countertasks (with training and evaluation outlines) and supporting individual tasks (with task descriptions).
- Lane diagram (one for each lane in the LTX area).
- LTX communications network diagram.
- LTX or lane schedule.

Operations analysis

A description, normally in time sequence, of the events that are expected to occur during an operation (e.g., training, lane execution).

Opportunity training

Training conducted by section, squad, team, or crew-level leaders which is pre-selected, planned, and rehearsed, but not executed until unprogrammed training time becomes available; for example, while waiting for transportation, after completing scheduled training early, or when a break occurs in a training exercise.

Opposing force (OPFOR)

An organized force created from U.S. Army units trained, organized, and equipped to portray the doctrine, tactics, and configuration of a potential adversary armed force during U.S. Army forces training.

Opposing forces (OPFOR) handbook

An OPFOR reference document, usually containing OPFOR standing operating procedures and general information which can pertain to more than one lane. Possible contents includes general information concerning the following: OPFOR duties, responsibilities, and procedures; after-action review procedures; general safety and environmental guidance; first aid procedures; comprehensive rules of engagement.

Outline plan

The framework used to build the scenario. For a lane training exercise (LTX), the outline plan is the framework used to build the scenario for each lane in the LTX area. The plan addresses the following: sequence of events; each lane's location, key events, control features, and after-action reviews; tentative schedules; and control measures.

Over-training

A training technique which uses task repetition to increase task proficiency; i.e., accuracy, speed of execution, and skill retention.

Performance measures

Those behaviors, products, and characteristics that the trainer or observer-controller observes to determine if the soldier has performed a task correctly. Successful accomplishment of these measures results in meeting the task standard. Performance measures must begin with an action verb; be written as action phrases and listed in their order of accomplishment include only one event per measure; and be observable and measurable.

Performance-oriented training

Training in which learning is accomplished through performance of a task under specific conditions until an established standard is met.

Planning

The lane training Process phase consisting of actions involving unit training assessment, analysis, design, development, scheduling, resource acquisition, support coordination, pre-training, and preparation for training.

Planning timeline

A milestone schedule for completion of major planning tasks and key events. It indicates responsible organizations or elements, planned actions, and timeframes.

Pre-execution checks

Procedures, usually using checklists, employed to ensure that all planning and prerequisite training (soldier, leader, and collective) has been conducted prior to the execution or conduct of training.

Precombat checks

Detailed final checks that all units conduct before and during execution of training and combat operations as part of the troop leading procedures. They are also conducted at the beginning of each event or exercise. Although precombat checks start in garrison, some checks may be completed in the assembly area or in the battle position; for example, applying camouflage, setting radio frequencies, and distributing ammunition.

Rehearsal

An event in which one or more members of a unit practice, recite, recount, repeat, or drill a set of tasks or procedures to prepare for a formal performance. It is a training technique used to ensure team members understand what they and other members of the team must accomplish to perform a task successfully.

Retraining plan

A list of those actions that may cause restart of the lane with a description of the retraining technique and the restart point.

Risk

An expression of possible loss over a specific period of time or number of operational cycles. Also, a hazard, danger, or peril; exposure to loss or injury; or the degree of probability or loss.

Risk assessment

The process of detecting hazards and systematically assessing their overall risk. Also, it is an expression of potential loss in terms of hazard severity of effect and hazard probability. It is a part of the risk management process.

Risk management

The process whereby management decisions are made and actions implemented to reduce the effects of identified hazards. It is a systematic process for making military operations and training safer and more effective.

Rock drill

A walk-through rehearsal conducted over limited terrain (i.e., an extended sand table).

Role player

A person or unit simulating an activity which supports the scenario; e.g., higher headquarters, adjacent units, civilians on the battlefield.

Safety

The condition of being free from danger, injury, or damage. Maintaining safety means to practice proper procedures designed to protect --

- Personnel from accidental injury or loss of life.
- Equipment or facilities from accidental damage or loss.

Sand table

A rehearsal using a model of the terrain or facility in which training or an actual operation will take place.

Schedule

A list of sequenced events with estimated start and stop times.

Senior observer-controller (OC)

The individual responsible for managing a specific lane training exercise lane. There is one senior OC for each lane. This duty position is sometimes called senior lane OC.

Simulation

The operation or exercise of a model of a system.

Simulator

A physical model and simulation of a weapons system or piece of equipment that is not a prototype, but which replicates some major aspects of the equipment's operations. It may include elements of embedded computer hardware and software associated with these operations. The linking of two or more simulators in a common, interactive scenario is one kind of simulation.

Situational training exercise (STX)

A short, scenario-driven, mission-oriented, limited exercise designed to train one collective task, or a group of related tasks or drills, through practice. An STX which uses lane training principles and techniques to support the lane training process is called a lane training exercise.

Situational training exercise (STX) plan

A plan which describes the scenario and requirements for conducting an STX. It contains an objective, task steps and performance measures, training guidance, training enhancers, general scenario, special situation, support requirements (resources), and training and evaluation outline sequence. STX plans are included in mission training plans developed by Army service schools.

Stand-alone lane training exercise

A single-function exercise requiring only one branch (e.g., chemical platoon) to accomplish a collective task.

Standard

A statement which establishes a criteria for how well a task or learning objective must be performed. The standard specifies how well, completely, or accurately a process must be performed or a product must be produced. The task standard reflects task performance requirements on the job. The learning objective standard reflects the standard that must be achieved in the formal learning environment.

System

A set or arrangement of things so related or connected as to form a unity or organic whole. Also a set of facts, principles, or rules classified or arranged in a regular or orderly form so as to show a logical plan linking the various parts.

Systems approach

A logical process for effectively and efficiently planning which considers all elements of a system.

Take-home package

A collection of material provided to the training unit after completion of all lane training exercise lanes. It may include a consolidated training task summary status by unit element, completed training and evaluation outlines (with "GO" or "NO GO" observations) for each unit element, observations by observer-controllers or opposing forces, videos of after-action reviews or of the unit executing key tasks, and recorded intercepts of radio or phone communications.

Task

A clearly defined and measurable activity accomplished by individuals and organizations. A task is the lowest behavioral level in a job or unit that is performed for its own sake. It must be specific; usually has a definite beginning and ending; may support or be supported by other tasks; has only one action and is described using only one verb; generally is performed in a relatively short time (however, there may be no time limit or there may be a specific time limit); and it must be observable and measurable. The task title must contain an action verb and object; it may contain a qualifier. See "Training objective."

Task condition

A description of the field conditions under which the task will be performed. The condition expands on the information in the task title by identifying when, where, and why the soldier performs the task and what materials, personnel, and equipment the soldier must have to perform the task.

Task standards

See "Task" and "Standard."

Task steps

The required unit or individual actions that must be performed to accomplish the critical task. Each step must be specific and detailed and contain only one action or unit of work. Note: A collective task step can be a supporting individual or collective task.

Task summary status sheet

A page that summarizes the results for each task in the lane. It is a list for one unit of collective task titles, training and evaluation outline numbers, task steps (optional), and evaluations (as "GO" or "NO GO"). It may be displayed as a matrix listing lane tasks and task steps vertically (in rows), listing days horizontally (in columns), and with blank blocks to record "GO" or "NO GO" task performance proficiency ratings for leader proficiency verification (V), crawl phase (CR), walk phase (W), run phase (R), and completed to standard (C). It may include space for signatures of the senior observer-controller and the unit leader.

Timeline

A list of sequenced events with estimated durations.

Training and evaluation outline (T&EO)

A summary document, prepared for each training activity, that provides information on collective training objectives, related individual training objectives, resource requirements, and applicable training procedures. They form the basis for training, internal evaluations, and formal external evaluations.

Training and evaluation requirements

A list of tasks, conditions, and standards selected for training, practice, or assessment.

Training and verification plan

A plan that describes the actions and milestones required to train personnel on primary and prerequisite collective and individual tasks prior to a military operation or exercise.

Training assessment

A detailed evaluation of the unit's METL training proficiency which focuses on training deficiencies. It compares individual (soldier and leader) and collective task proficiency with Army standards.

Training exercise

A method of training which involves the use of a maneuver, operation, or series of drills. Exercises are used in units to train teams or units to accomplish their combined arms and services missions on the battlefield.

Training objective

A statement that describes the desired outcome of a training activity in the unit. A training objective consists of the following three parts:

- Task - A clearly defined and measurable activity accomplished by individuals or organizations. See "Task."
- Condition - The circumstances and environment in which a task is to be performed. See "Task condition."
- Standard - The minimum acceptable proficiency required in the performance of a particular training task. See "Standard."

Training outline

An organized outline of the training material to be presented. It may identify tasks, conditions, standards, task steps, performance measures, references, resources required, facilities required, safety factors, environmental considerations, and risk factors. For lane training, the training outline supplements a

training and evaluation outline (T&EO) by providing the trainer additional information needed to plan and conduct training. Although it may have the same types of information as a T&EO, a training outline adds specificity and focus.

Training plan

A description of the actions, milestones, and resources required to implement a training strategy.

Training proponent

The organization designated to exercise supervisory management of all combat and training development aspects of a materiel system, functional area, or task. This is normally an Army service school.

Training requirement

The critical tasks units and soldiers must be able to perform to the standard required if they are to be able to fight, win, and survive during military operations. Training requirements are the difference between demonstrated and desired levels of proficiency for mission essential or battle tasks.

Training strategy

A general description of the methods and resources required to implement a training concept. It lays out the “who, what, where, when, why, and at what cost” for training.

Training support package (TSP)

A complete, exportable package integrating training products, materials, and information needed to train one or more critical tasks.

Troop leading procedures (TLP)

Procedures used by leaders to prepare a unit to execute a mission. The procedures areas follows: receive mission; issue warning order make a tentative plan; start movement; reconnoiter complete plan; issue plan; supervise.

Unit assessment

An evaluation of a unit’s training proficiency level in terms of training strengths and weaknesses.

Validation

An evaluation of the training products and materials. It is the process used to determine if training accomplishes its intended purpose. Validate products and materials to--

- Verify their training effectiveness in achieving the training objectives.
- Identify training product deficiencies.
- Improve efficiency and effectiveness of training objectives, sequence, products, materials, and execution.

Verification

The act of confirming that a soldier (or leader) can perform a task to standard by demonstration and comparison of performance with the standard or by examination of recent performance.

Virtual simulation

A synthetic representation of warfighting environments patterned after the simulated organization and operations of actual military units. Differences in the representation of the simulated battlefield (i.e., whether real world, computer generated, or interactive players in simulators) are transparent to the participants who interact with their particular representation of the warfighting environment.